

Birthday Party Booking Request Form



All prices below per hour of booking unless otherwise stated.

Please refer to the terms and conditions overleaf before completing this form

Coached Party Options & Prices

Please Tick

Spike Island*	£120.00	<input type="checkbox"/>
Lazer Storm	£120.00	<input type="checkbox"/>
Lazer Tag Games	£120.00	<input type="checkbox"/>
Ninja Trials	£120.00	<input type="checkbox"/>

*Party time 17:00-18:00 (weekends)

Soft Play Hire **

0 – 10 Children	£40.00	<input type="checkbox"/>
11 – 20 Children	£53.00	<input type="checkbox"/>
21 – 30 Children	£66.00	<input type="checkbox"/>
31 – 40 Children	£78.80	<input type="checkbox"/>

**Party times 10:00-12:00 & 14:00-16:00

Coached Pool Party ***

0 – 10 Children	£49.50	<input type="checkbox"/>
11 – 20 Children	£62.30	<input type="checkbox"/>
21 – 30 Children	£75.30	<input type="checkbox"/>

*** Party time 12:00-13:00 (weekends)

Coached Games Party

0 – 10 Children	£49.50	<input type="checkbox"/>
11 – 20 Children	£62.30	<input type="checkbox"/>
21 – 30 Children	£75.30	<input type="checkbox"/>

Coached Sports Party

0 – 10 Children	£49.50	<input type="checkbox"/>
11 – 20 Children	£62.30	<input type="checkbox"/>
21 – 30 Children	£75.30	<input type="checkbox"/>

Coached Stay & Play Party

0 – 10 Children	£66.50	<input type="checkbox"/>
11 – 20 Children	£79.30	<input type="checkbox"/>
21 – 30 Children	£92.10	<input type="checkbox"/>

Coached Climb Party

Per Instructor	£12.00	<input type="checkbox"/>
Per Junior Climber	£3.70	<input type="checkbox"/>
Exclusive Wall Hire ****	£30.00	<input type="checkbox"/>

****Compulsory payment with party over 6

Self-Led Parties

Half Pool Hire	£56.65	<input type="checkbox"/>
Bouncy Castle (1 court of sporthall)	£35.00	<input type="checkbox"/>
Fun Session (Full sporthall hire)	£53.50	<input type="checkbox"/>

Your Party Package

Number Attending	<input type="text"/>
Age Range	<input type="text"/>

Party Catering

Meeting Room Hire	£15.50	<input type="checkbox"/>
McLaren Leisure Hot Food Option	£4.85	<input type="checkbox"/>
McLaren Leisure Cold Food Option	£3.80	<input type="checkbox"/>
Own Cold Buffett	No charge	<input type="checkbox"/>

Meeting room hire free of charge with McLaren Leisure catering. Please ask at reception for a party food order form

Date of party	<input type="text"/>
Day of Party	<input type="text"/>

Party Start Time	<input type="text"/>	End Time	<input type="text"/>
Meeting Room Start	<input type="text"/>	End Time	<input type="text"/>

Contact Details

Contact Name	<input type="text"/>
Contact Phone	<input type="text"/>
Email address	<input type="text"/>

By signing this booking form you are confirming that you have read and agree to the terms and conditions over leaf. **Bookings will not be accepted without a signature.**

Signature	<input type="text"/>
Date	<input type="text"/>

All personal information will be stored in accordance with the new GDPR legislation 2018. A copy of our privacy policy is available on our website and for our full GDPR policy and procedure please contact the manager.

Please return your booking form to one of our receptionist s (reception@mclarenleisure.co.uk) and our head receptionist will contact you within 7 working days to confirm your booking.

For Staff Use Only

Payment Details

Deposit Cost	<input type="text"/>	Deposit Ref	<input type="text"/>
Remaining Balance	<input type="text"/>	Remaining Ref	<input type="text"/>

Booking Entered Computer	<input type="text"/>
Booking Entered Diary	<input type="text"/>
Staff Needed - Confirmed	<input type="text"/>
Booking conformation Sent	<input type="text"/>

Notes:

Birthday Party Booking Request Form



Terms and Conditions of Parties

Child Protection/Qualifications

All McLaren Community Leisure Centre Staff are Enhanced Disclosure Checked

Charges

Hire charges will be reviewed on an annual basis. Charges include access to changing facilities and VAT where applicable

(e.g. Non sporting activities)

Bookings

Upon receiving a booking form MCLC will review the booking and confirmation will be given to the person making the booking within a few days, Booking confirmation may be received by email, in the post or over the phone. MCLC strive to ensure that all bookings are accepted.

Payment

All Party bookings must pay a non refundable deposit on confirmation of the booking, The Remaining balance may be paid for before the time of the booking or at the time of booking, the person making the booking is responsible for payment

Cancellations

In the case of single bookings if a payment is not received as described above, the booking will not be granted.

Cancellations should be reported no later than 7 days before the start of the booking; any cancellations after this point will be liable for the cost of the hire. MCLC reserves the right to cancel any bookings of customers whom they deem are continually abusing the system.

Refunds will only be given in exceptional circumstances and requests in writing must be addressed to the Centre

Manager-McLaren Community Leisure Centre, Mollands Road, Callander, Perthshire FK17 8JP.

Pool Ratios

Non-coached pool parties

Normal pool ratios apply.

Children under the age of 4 must be accompanied by an adult on a one adult to one child basis.

Children between the ages of 4 and 8 must be accompanied by an adult on a one adult to two children basis.

Under no circumstances should any child under 8 be left unaccompanied during an non-coached pool party.

The above ratios are the responsibility of the person booking this party.

Coached pool parties

Ratios are in accordance with our swimming lessons.

Children under the age of 5 must be accompanied by an adult on a one adult to one child basis.

The above ratio is the responsibility of the person booking this party.

Children aged 5+ will be accompanied by McLaren Community Leisure Centre staff on a one instructor to 10 child ratio

Behaviour

The person making the booking will be responsible for the behaviour of their group and any damage caused by group members. For the benefit of all our customers we would ask that you refrain from smoking, consuming alcohol, use of abusive substances or using abusive language whilst on the premises. MCLC reserves the right to cancel any bookings where the behaviour of participants is deemed unacceptable; in such a case no refund will be issued.

Supervision

The person responsible for a youth team (under 16's) must ensure all members are adequately supervised at all times while on the premises.

Liability

McLaren Community Leisure Centre will not be held liable for any accident to person(s) while on the premises or in the grounds unless as a direct result of our negligence or failure to take reasonable care. All groups will also be held liable for any loss or damage of equipment and to facilities used. MCLC does not accept any responsibility for customers' possessions.

Photographs

Photography is strictly prohibited without prior permission of the Centre Manager. MCLC may occasionally take photographs of activities for promotional purposes. In this instance the individuals affected will be approached for consent.

Access

Access to the centre is controlled by reception. All customers must be recorded on entry and must be able to produce evidence of this on request by staff. The person making the booking is responsible for their members' adherence to MCLC admissions policy.

Fire Regulations

The person making the booking must ensure that all participants within their group are made aware of and understand MCLC fire regulations.

Soft Play

Rules of Play apply. Please see posters in soft play area or ask your receptionist for a copy of these. Please also see soft play party policy for additional information on these bookings.

Obliterator

All users must be 8 years and over with the ability to swim 20meters of the swimming pool unaided. (no buoyancy aids allowed)